



ACQUISITION AND  
TECHNOLOGY

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON  
WASHINGTON DC 20301-3000

12 MAR 1997

MEMORANDUM FOR DEPUTY ASSISTANT SECRETARY OF THE ARMY  
(INSTALLATIONS AND HOUSING)  
DEPUTY ASSISTANT SECRETARY OF THE NAVY  
(INSTALLATIONS AND FACILITIES)  
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE  
(INSTALLATIONS)(SAF/MII)

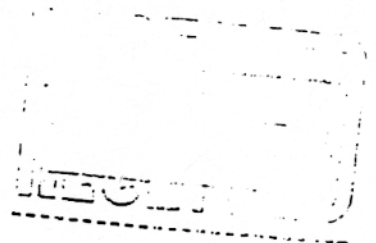
SUBJECT: Privatized Military Housing, Concept Brief Format

DUSD(IA&I) Memorandum of December 3, 1996. Housing Revitalization Program Policies and Procedures, provides that OSD will review privatization project concepts and approve going forward with solicitation development and competition. The attached concept brief outline should serve as the format for these two briefings.

Robert L. Meyer  
Director, Housing Revitalization Support  
Office

Attachment

cc:  
AF/ILEI  
DAIM  
NAVAC(50)



## **Installation Concept Brief Outline (Approve RFP Development)**

### **BACKGROUND**

- Housing Requirement
- Real Estate market Overview
- Housing Project Objectives

### **THE PROPOSED PROJECT**

- Development Project
  - ⇒ Units to be Renovated
  - ⇒ Units to be Constructed
  - ⇒ Units to be Demolished
  - ⇒ Other Project factors
- Assets contributed by the Government
  - ⇒ Existing units
  - ⇒ Undeveloped land
  - ⇒ MILCON and/or HRSO Appropriations
- Use of Authorities
  - ⇒ Scored (e.g. Direct Loans and/or Loan Guarantees)
  - ⇒ Non-scored (e.g. allotments, etc....)
- Financial Evaluation Criteria
  - ⇒ Leveraging
  - ⇒ Life cycle analysis
- Identification of critical issues and resolution status
  - ⇒ Schools
  - ⇒ Property taxes
  - ⇒ OMB scoring
- Summary of components/assumptions of development costs
  - ⇒ Total Development costs
  - ⇒ Estimated Income Stream
  - ⇒ Estimated Developer Borrowing
  - ⇒ Estimated Developer Equity
  - ⇒ Estimated amount of any Government contributions
- Underlying contractual/legal agreement anticipated

### **RFP DEVELOPMENT PROCESS**

- Timetable
- Service procurement agent
- Industry Forum objectives
- Expected use of HRSO consultants
- Type of procurement (FAR, non-FAR)
- Funding of procurement costs